

## Appendix 3

### ROLES and RESPONSIBILITIES

#### **Governor**

- Works within legislative processes to fund essential state and local programs (a state emergency/disaster declaration may be required.)
- Approves FEMA Declaration requests through State Forestry.
- Requests Presidential disasters through appropriate state agency.
- Approves state-wide closures.
- Approves use of National Guard (emergency declaration may be required).
- Implements Fire Mobilization Plan (moves structural resources) through appropriate state agency.
- Establish liaison with key partners. Mobilize county/local resources to support closure/evacuation needs.
- Assign Agency Administrators working with fire departments, sheriff's departments, etc.
- Declares a county/city emergency and/or requests Governor to declare State emergency.

#### **County Commissioners/Mayors**

#### **Geographic Area Agency Administrator**

(For example: Regional  
Director, Regional Forester,  
State Forester, State Directors)

- Support Zone and unit activities for preparedness, initial action, and prevention. Reconcile political issues at state/federal levels.
- Approve prioritization criteria for collection of responses to geographic area Multi-Agency Coordinating (MAC) group.
- Approve Geographic Area protection objectives.
- Delegates decision making to Geographic Area MAC (for above).
- Coordinate closures and restrictions.
- Review resource allocation summaries.
- Ensure agency fire qualified personnel are available for fire assignments.
- Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.

#### **Zone Level Agency Administrator**

(For example: Forest  
Supervisor, Field Office  
Manager, Tribal and County  
Commissioner level)

- Reconcile political issues at local levels (county, forest, area, etc.).
- Delegate authorities and oversees activities of Area Commands and Incident Management Teams (IMT), (where 2 or more jurisdictions involved, unified command).
- Maintains open files of communications of Geographic Area MAC, Zone or local MAC.
- Review resource allocation summaries.
- Ensure agency fire qualified personnel are available for fire assignments.
- Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.

#### **Unit Level Agency Administrator**

(For example: Superintendent,  
District Ranger, Unit Manager,

- Assure fire preparedness/initial action activities and fire management plans are completed. Ensure qualified personnel are available for local initial action requirements.
- Ensure initial action strategies are prioritized for fires based on values at risk and resource availability.
- Coordinate requests for wildland fire use and prescribed fire.
- Establish priorities for fire management and set direction for developing, reviewing and approving the WFSA.

Fire District Trustee)	<ul style="list-style-type: none"> <li>• Issue Delegation of Authority to Incident Commander(s).</li> <li>• Ensure agency fire qualified personnel are available for fire assignments.</li> <li>• Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.</li> </ul>
<b>Area Command</b>	<ul style="list-style-type: none"> <li>• Prioritize and initiate actions based on Geographic Area MAC and Agency Administrator(s) objectives.</li> <li>• Coordinate with all governmental entities.</li> <li>• Allocates resources between incidents .</li> <li>• Reconciles issues between 2 or more Agency Administrators.</li> <li>• Communicates and coordinates with NMAC.</li> <li>• Respond to Geographic Area needs for redistribution of resources</li> <li>• If appropriate, ensures that all IMTs operate with common strategy.</li> <li>• Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.</li> </ul>
<b>IMT (Type 1, 2, 3 and Fire Use Management Team (FUMT))</b>	<ul style="list-style-type: none"> <li>• Implement specific strategy and tactics to meet Agency Administrator objectives for appropriate management response for incident(s) and other delegated responsibilities.</li> <li>• Establish and prioritize criteria for redistribution of resources within GA.</li> <li>• Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.</li> </ul>
<b>National MAC</b>	<ul style="list-style-type: none"> <li>• Provide oversight of general business practices between the NMAC group and the GMAC groups.</li> <li>• Communicate with Area Command(s) policy, guideline or other changes or concerns.</li> <li>• Establish priorities amongst Geographic Areas.</li> <li>• Direct, control, allocate and reallocate resources among or between Geographic Areas to meet NMAC priorities.</li> <li>• Implement decisions of the NMAC.</li> <li>• Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.</li> <li>• Direct activities according to National Preparedness Strategy and NMAC Operating Plan.</li> </ul>
<b>Geographic Area MAC</b> Geographic Area Coordinating Board of Directors (e.g., Fire Director, State Fire Manager, President Fire Wardens Association)	<ul style="list-style-type: none"> <li>• Convenes as situation warrants. Establishes and communicates processes and operating procedures.</li> <li>• Allocate resources during periods of competition according to established criteria.</li> <li>• Establish protection objectives.</li> <li>• Establish the need for additional training.</li> <li>• Establish reallocation controls when 2 or more Area Commands are assigned and multiple zones are affected.</li> <li>• Maintains open lines of communication with Zone MACs, Agency Administrators, NMAC.</li> <li>• Assess need for Geographic Area Prevention Team.</li> <li>• Assess need for Geographic Area Public Information Team</li> <li>• Conduct resource allocation reviews and summarize in a Resource Allocation Table .</li> <li>• Assess policy implementation issues .</li> <li>• Provide strategic assessment of flow of resources into/out of Geographic Area.</li> <li>• Provides management oversight, in coordination with the Agency Administrator(s) to Area Command Teams once a team is assigned to the Geographic Area.</li> </ul>

- Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.

#### **Local or Zone MACs**

Zone Board of Directors (e.g.,  
Forest FMO, Area Fire  
Manager, County Fire Warden)

- Convenes as situation warrants. Establishes and communicates processes and operating procedures.
- Assure Zone Mobilization Board (private, local, state, federal) is coordinating with Zone Dispatch. Same as above/different in scope.
- Serve Agency Administrator needs for coordination for fire management coordination issues within the local area or Zone.
- Ensure that GA MAC criteria and objectives are carried out at local level.
- Monitor and ensure initial action capability.
- Assess need for Zone level prevention team.
- Assess need for Zone level Public Information Unit.
- Conduct resource allocation reviews and summarize in a Resource Allocation Table.
- Provide effective, practical, common sense measures to help facilitate cost containment within the Wildland fire suppression program.